
CENTRAL REGION COUNCIL ON WORKFORCE SERVICES
Department of Workforce Services
1385 South State Street, Salt Lake City, Utah
Monthly Meeting Minutes
Thursday, December 16, 2004
12:30 p.m.

Presiding: Greg Diven, Chair

Present: Susan Archibeque, Jane Reister Conard, Norm Fitzgerald, Bev Graham, Todd Henriksen, Paul Jackson, Doug Johnston, Nancy Malecker, Jill Merritt, Jon Pierpont, Steven Rosenberg, Kevin Schofield, Karen Silver, Kerry Steadman, Russ Thelin, Dean Walker, Ali Wilkinson, Julie Zimmerman

Absent: (rsvps - No shows) Allan Ayoub, Tony Gomez, Melva Sine, Louie Silveira

Excused: Councilman Jim Bradley, Charles Daud, Linda Fife, Rep. Brent Goodfellow, Stephen Ronnenkamp, Kevin Schofield, Commissioner Gene White

Volunteers: Edie Fauver, Akilah Messado

Guests: Kent Anderson (new member as of 12/16/04), Jennifer Carroll (new member as of 12/16/04), Craig Stoker

Staff: Karla Aguirre, Sandra Allen, Rebecca Banner, Sherrill Chapman, Steve Leyba, Diane Lovell, Mary Peterson

Chairman Greg Diven called the meeting to order at 12:35 p.m. DWS Annual Reports were made available to all those who had not yet received one.

Greg Diven recognized and thanked Dean Walker for his service on the Council as he will be leaving to take a new position within the Humanitarian Division of The Church of Jesus Christ of Latter Day Saints.

Commissioner White was also recognized for his service on the Council. Greg Diven pointed out that Commissioner White has been a member of council for the past four years and expressed gratitude for his contributions.

Chairman Diven then read a letter from Megan Wiesen regarding her resignation from Council. Ms. Wiesen expressed how important her participation over the past three years has been. She shared how impressed she was over the dedication of the Council members and the impact and changes that take place as a result of the Council's actions and influence.

Greg Diven then introduced Jennifer Carroll, Human Resources Director for Nicholas & Company. Ms. Carroll has been recommended to replace Susan Archibeque. Ms. Archibeque is taking on other responsibilities and expressed her appreciation for the opportunity to serve on the Council. Ms. Archibeque also expressed that Nicholas & Company recognizes the importance of the Council and the impact the Council has on the community. Nicholas & Company would be pleased to have Jennifer Carroll replace Ms. Archibeque on the council.

Greg Diven then introduced Kent Anderson, President of Communication Workers of America and noted that the Council would be acting on both Mr. Anderson's and Ms. Carroll's membership later in the meeting. Both of these individuals attended the New Member Orientation meeting

held prior to Regional Council meeting. Mr. Diven informed all council members that an Orientation Manual is available for all members to contact Diane Lovell for a copy.

Greg Diven recognized committee assignments that have been made which include Tony Gomez - Marketing and Nancy Malecker - Basic Needs. Mr. Diven asked that if anyone is not assigned to a committee to let him know along with a committee preference.

Chairman Diven reported that there are currently four vacancies on the Council that should be filled within the next few weeks.

Greg Diven announced that Vint DeGraw, Manager of the Tooele Employment Center was ill but he sent a hand out reflecting information about the Tooele Center's accomplishments. The hand out included statistics about the Tooele Center and copies were distributed to the membership.

Greg Diven made mention of the letters sent to the Governor-elect Huntsman and his Transition Team, strongly recommending that Raylene Ireland and Jon Pierpont be retained in their current positions. Mr. Diven received a call from David Simmons of the Transition Team. Mr. Simmons message was that his recommendation would be to keep both Ms. Ireland and Mr. Pierpont in their positions.

Consent Agenda

Greg Diven asked for approval of the minutes from the Regional Council meeting on November 18, 2004 and the Executive Committee Meeting on December 2, 2004 that were found under Tab 2 of the agenda packet.

Karen Silver referred to page two of the November 18, 2004 Regional Council minutes under the Regional Director's Report and Presentation. Paragraph three should read Eligibility Specialists rather than Employment Specialists. This correction was so noted and will be reflected in the minute record.

Paragraph five of the Regional Director's Report and Presentation should indicate "Regarding expedited food stamps, Utah processes many on the same day." This correction will also be made to the November 18, 2004 minutes.

Karen Silver also mentioned that a reference to "Wirthland" focus group should also be reflected in the minutes. (There is no record of a "Wirthland" discussion or comment found on the 11/18/04 meeting cassette tape.)

Jane Reister Conard moved to approve the November 18, 2004 and the December 2, 2004 minutes with the noted changes to the November 18, 2004 Regional Council minutes. Norm Fitzgerald seconded. All voted "Aye". The motion passed.

Regional Director's Report

Jon Pierpont began by thanking the Council for the letters of support and expressed his sincere appreciation.

Mr. Pierpont then provided a hand out and updated the Council on the training budget through the second quarter. Comparisons from last year to this year indicate significant improvement.

In addition, a goal was set for each of the employment centers to enroll customers in 44 Targeted Sector Industries within the new fiscal year. Each of the centers within Central Region has met the goals set and Central Region has exceeded the goal by enrolling 96 customers in the Targeted Sectors thus far.

Jane Reister Conard commented that Jon Pierpont is approaching his one year anniversary as Regional Director and it was at the end of third quarter last year at a State Regional Council

meeting where Ms. Conard felt Central Region was falling behind in terms of utilizing the training dollars. Ms. Conard spoke with Jon Pierpont and he indicated that he would look into this matter. From this discussion, Jon Pierpont has developed a number of initiatives and a considerable amount of training. Ms. Conard recognized the hard work of Jon Pierpont and commented that more has been done in the past two quarters than had been done the entire previous year.

When asked what has contributed to the success of Central Region, Jon Pierpont indicated a lot of work has been put into training the staff to eliminate the fear in delivering this type of service and providing them with the level of support needed; and, a new outreach position was created to work directly with schools and community organizations to recruit for and market DWS training opportunities.

Edie Fauver added that the most important thing to her was bridging the gap with the community outreach position and to have an actual position for job seekers to go to. The new position has helped to make the process seamless and Ms. Fauver recognized Jon Pierpont for his effort to change this.

Greg Diven also recognized Jon Pierpont for the excellent job done and extended his appreciation to Diane Lovell and Karla Aguirre for their efforts and contributions. Mr. Pierpont acknowledged the "great staff he works with" and commended them for their achievements in the customer training program.

New Member Nomination

The Chairman re-introduced Kent Anderson and Jennifer Carroll, the new member nominees. Both gave a brief statement. Greg Diven then asked for a motion to approve the membership of Kent Anderson. Paul Jackson made the motion. Steve Rosenberg seconded. All voted "Aye". The motion passed.

Jill Merritt then moved that Jennifer Carroll's nomination for membership be approved. Kevin Schofield seconded. All voted "Aye". The motion passed.

Committee Reports & Strategic Plan Updates

Basic Needs - Karen Silver reported that UTA has been very helpful in working towards a bus stop at the West Valley City Employment Center (WVEC) and is very hopeful for this to take place in the near future. Nancy Malecker had a meeting with Dave Huber and his staff on December 8, 2004 and indicated UTA is committed to looking at "piecing" and/or changing routes to see if the needed route at the WVEC can be established. Mr. Huber encouraged Karen Silver to follow through with West Valley City regarding the sidewalk issue. Greg Diven shared a concern from Nancy Malecker regarding how much this bus stop will be used and that there should consistently be a minimum of ten riders. More information will be forthcoming.

Jon Pierpont indicated that it might be useful to contact Laurel Morris for information on a study that was done where customers were asked if they would use the bus if a bus stop at the WVEC were available. Karen Silver will follow up.

Norm Fitzgerald commented on extending the route to the International Center on 5600 West. Karen Silver has emailed this information to Nancy Malecker.

Karen Silver will coordinate a 10-minute Legislative Training for Council members at the January meeting. Ms. Silver asked members what they felt would be beneficial for this training.

Comments included:

- The ins and outs of contacting your legislators
- The technical process of how a bill is actually passed
- With the construction going on where do we go to see our legislators
- Last minute budget issues and who are the moving people behind these

Marketing - Jill Merritt reported on the April 7, 2005 Retreat which will be held at the Matheson Courthouse from 8:00 a.m. to 1:00 p.m. Ms. Merritt will provide a bio of Carol Vorhees, the Retreat facilitator, at the next Council meeting.

Kevin Schofield reported on the Salt Lake and Tooele Employer Committee (SLTEC). Mr. Schofield referred to Tab 4 in the packet that included information about the SLTEC. A list of upcoming seminars was provided and Mr. Schofield encouraged everyone to attend. An informational summary of past seminars was also provided in the packet with the number of attendees at each seminar.

The Marketing Committee also discussed the creation of a brochure about the Central Region Council that could be shared with the legislators, employers, and staff, etc. to help promote and explain what the Council does. Kevin Schofield then asked Jon Pierpont how the Marketing Committee could best support him and DWS goals.

Greg Diven asked all other committees to consider and include "what the Marketing Committee can do" in their goal setting process.

Facilities - Norm Fitzgerald reported there has been no change since the last meeting and reemphasized the long-range strategic plan that includes the needs of the southern and northwest areas of the county. Two buildings, the Eligibility Service Center in Murray and the Downtown Employment Center, are up for short-term extension. Mr. Fitzgerald concluded with a note to continue to review how the current facilities meet the needs of the department.

There was some discussion regarding the length of time and the politics involved in order make a change to the Downtown location, especially when the need is apparent. Greg Diven noted that the Fairgrounds has been mentioned as a possible location for a downtown office. Jon Pierpont suggested meeting with Raylene Ireland to discuss the facility needs and convey the Council's concerns.

Training & Development - Doug Johnston reported that the financial paperwork on two new applicants are being reviewed at this time by Leno Franco. Diane Lovell will mail this information to Doug Johnson once this information is available. An approved provider, Eagle Gate College, is applying for approval to offer training in Dental Assisting. The Training & Development Committee will make the decision next month on this request.

Mr. Johnston indicated New Horizons was approved to offer a new program of training - Health Physics Technicians. Doug Johnston noted the Training & Development Committee is on schedule with its strategic plan.

Youth Council - Paul Jackson deferred to Rebecca Banner, DWS Program Specialist and asked her to provide an update on youth services. Ms. Banner indicated that its time to launch a Request for Proposals (RFP) to select youth providers for the next 5-year cycle. The RFP will be sent out the week of January 10, 2005 and the public announcement will be made. Rebecca Banner then walked Council through the planned RFP solicitation process.

- RFP is published and sent out to interested organizations, etc.
- One month after the RFP is sent out the bids/proposals will be received and reviewed. A RFP meeting will then be held where bidders can attend and ask any questions they may have.
- A committee made up of seven individuals will review all bids.
- Any proponents that the committee would like more information from will be invited in for an oral interview.
- A final bid/proposal will be chosen the first week of April 2005 and will be sent to the State Office of Purchasing. The bidder will be notified that they have been awarded the contract. If the bid is not contested, the contract should be in place mid April 2005. The actual contract will begin on October 1, 2005.

Diane Lovell indicated that the Youth Council as well as the Regional Council must approve the contract before sending to the State Office of Purchasing for final approval.

Rebecca Banner also made council aware of the annual Youth Employment Services (YES) contract monitoring that is scheduled for January 3rd through January 7th.

Paul Jackson added that community agencies and potential bidders are very much aware of the upcoming RFP. He asked Council members who receive inquiries about the RFP to refer them to Karla Aguirre or Rebecca Banner.

Executive Roundtable

Greg Diven referred Council members to the draft agenda planned for the next Manufacturing Roundtable to be held January 25, 2005 at 7:15 a.m. This roundtable is co-sponsored by the Utah Manufacturing Association and its focus will be on "Best Practices". Mr. Diven invited all to attend.

Mr. Diven indicated that the next industry target being considered by the Executive Roundtable is Automotive Services. This industry is one of the largest, most productive and growing sectors of our community and includes Automotive Dealerships, UTA and other occupations involved with transportation. Several thousand jobs and/or potential jobs are included in this area. The next Executive Roundtable Committee meeting will be held January 6, 2005 at 1:15 pm and Mr. Diven encouraged all interested Council members to attend.

"A Utah Partnership to Support Employment for People with Disabilities"

Greg Diven introduced Russ Thelin who presented information regarding "A Utah Partnership to Support Employment of People with Disabilities". Mr. Thelin provided a handout to coincide with a PowerPoint presentation. There are several initiatives being worked on in a partnership between the Department of Workforce Services (DWS) and the Utah State Office of Rehabilitation (USOR) with regard to helping those with disabilities find employment opportunities.

The **Choose to Work (CTW) Program** started several years ago as a jointly funded effort between DWS and USOR with the express purpose of providing individualized job development and job placement for people with significant disabilities. There are six CTW Specialists within Central Region who work with approximately 20 people each with potential growth expected. To get involved in this program the individuals are referred through an Employment Counselor at DWS or a Rehabilitation Counselor at USOR.

WorkAbility is designed to help disabled individuals who receive public benefits get back to work. WorkAbility connects people with supports to help them find and maintain work. Russ Thelin passed out a CD on WorkAbility to all in attendance. Mr. Thelin asked for any feedback and information that would be helpful in the future and in closing noted how members could help.

- Be aware that these activities are in place Statewide and specifically in Central Region.
- Seek more information. Request updates on these initiatives as a Council and learn as an employer how you can be a resource.
- Share these resources within your contacts.
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Old Business

There was no old business to report.

New Business

Norm Fitzgerald referred the Council to the handout which described the new web site dedicated to services for veterans. This web site provides information for military members regarding what to do when one is activated, deployed and what to do when returning home from active duty.

Public Comment

Chairman Greg Diven reminded members of the upcoming meeting schedule:

- January 6th - Executive Committee Meeting & Executive Roundtable Meeting
- January 13th - State Council Meeting at South County Employment Center
- January 24th - Youth Council Meeting
- January 25th - Manufacturing Roundtable
- January 27th - Regional Council Meeting

The meeting was adjourned at 2:12 p.m.